

## URI HIPAA SECURITY POLICY #10

<b>Title:</b>	<b>FACILITY ACCESS CONTROLS</b>	<b>Purpose &amp; Background</b>	See Memo Entitled "HIPAA at URI: Introduction to HIPAA and an Overview of HIPAA Implementation at URI" available online at the URI HIPAA website
<b>Originator (Responsible Department/Unit):</b>	<b>URI HIPAA Compliance Oversight Committee</b>	<b>Effective Date:</b>	<b>05/22/2018</b>
<b>Applies to:</b>	<b>All URI Departments and Units Designated as HIPAA "Covered Components" and "Business Associate Components"</b>	<b>Revised Date(s):</b>	

### POLICY:

URI Covered Components must appropriately limit physical access to the electronic information and computing systems contained within its facilities while ensuring that properly authorized workforce members can physically access such systems. URI electronic information and computing systems containing EPHI must be physically located in such a manner as to minimize the risk that unauthorized persons can gain access to them. The level of protection must be commensurate with that of identified risks.

### Procedure:

The following implementation specifications and safeguards must be implemented to satisfy the requirements of this policy:

1. As defined in URI's **Contingency Operations Implementation Specification (10A)**, URI Covered Components must have effective procedures for allowing authorized workforce members to enter its facilities to take necessary actions as defined in its disaster recovery and emergency mode operations plans.
2. As defined in URI's **Facility Security Plan Implementation Specification (10B)**, URI Covered Components must have a facility security plan that details how it will protect its facilities and equipment.
3. As defined in URI's **Access Control and Validation Procedures Implementation Specification (10C)**, URI Covered Components must implement procedures to control and validate individuals' access to URI's facilities based on their roles or functions.
4. As defined in URI's **Maintenance Records Implementation Specification (10D)**, URI Covered Components must document all repairs and modifications to the physical components of its facilities that are related to security.

### HIPAA REGULATORY INFORMATION

**CATEGORY:** Physical Safeguards

**TYPE:** Standard

**HIPAA HEADING:** Facility Access Controls

**REFERENCE:** 45 CFR 164.310(a)(1)

**SECURITY REGULATION STANDARDS LANGUAGE:** *"Implement policies and procedures to limit physical access to its [covered entity's] electronic information systems and the facility or facilities in which they are housed, while ensuring that properly authorized access is allowed."*